



Food Sourcing Assistant

Food Drive Coordination

- The FSA will work with the Food Sourcing Manager to execute four primary food drives in WNC – the Mountain State Fair, Ingles Giving Tree/Holiday Food Drives, National Association of Letter Carriers, and Student Food Drive
- The FSA will facilitate food drive drop offs and collections including logistics and receiving of the food
- Train and supervise core groups of volunteers for food drives and other food sourcing events.
- Gather and implement feedback to update standard operating procedures for food drives.

Food Sourcing Data & Research

- Assists the Food Sourcing and Inventory team in auditing and updating item codes in the database to preserve item code integrity and nutritional rankings
- The FSA will work with the Food Sourcing Manager to research and analyze the viability of adding an additional annual food drive to the primary food drives held in our service area
- Collaborate with the Food Sourcing Team on additional donor and sourcing outreach.
- Includes retailers, manufacturers, processors, small farms and agricultural partners in WNC

Farm to Agency Direct Match program

- Seek out direction/insight from Feeding America and other Foodbanks that have similar programs around small farm partnerships
- Assist Food Sourcing and Agency Relations teams in establishing a farm to agency direct match program